

**GA-V** (rev. 7/03)  
**Withholding Payment Voucher**

**2004**

USE ONLY FOR TAX YEAR INDICATED



0400104013

**MAIL TO:**

Georgia Department of Revenue  
P.O. Box 740387  
Atlanta, GA 30374-0387  
Telephone No. (404) 417-3210

GA Withholding ID	FEI Number	Tax Period	Due Date	Vendor Code <b>N/A</b>
Name and Address		I declare under the penalty of perjury that this return has been examined by me and to the best of my knowledge is a true and complete return.		
		Signature _____ Title _____		
		Telephone _____ Date _____		

Date Received

**Amount Paid**

**REQUIREMENTS FOR USING WITHHOLDING PAYMENT VOUCHER GA-V**

Taxes are withheld when wages are paid, not when the payroll period ends.

**WHO MUST USE-** All employers must use Form GA-V to submit payment on or before the 15th of the following month, except those paying EFT.

Form GA-V is not required if no tax is withheld for a particular month. Form GA-V is not required for taxpayers who submit monthly payments by Electronic Funds Transfer (EFT).

Late returns and/or payments will be assessed a \$25 penalty in addition to other applicable penalty. Do not send penalty or interest with payment.

Make all changes to preprinted information on the enclosed Form G-5B.

Enter payment amount.

Complete the appropriate payment voucher and mail in the courtesy reply envelope on or before the payment due date.

**INSTRUCTIONS FOR COMPLETING WITHHOLDING PAYMENT VOUCHER GA-V**

1. Write the Withholding Number, Tax Period and Due Date in the appropriate fields. (If using a preprinted form, verify that this information is correct.)
2. Enter the amount paid on the form.
3. Sign and date the form. Mail payment and voucher to the address below:
4. **DO NOT STAPLE or USE PAPER CLIPS. REMOVE ALL CHECKS STUBS**

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Contact the Withholding Tax Unit at 404-417-3210 if you need additional information or assistance.